GENERAL AND REVENUE SECRETARIAT.

19/0.11

(Gen)

File No. 105

Serial Nos. 3–5, 7, 12, 14

Papers Filed.

Month Feby 1911

SUBJECT.

Purchase of certain articles of Stationery for the Govt Press Madras from England

PREVIOUS REFERENCES.	LATER REFERENCES.

G.R.S. 11] 1910 - 11

GENERAL AND REVENUE SECRETARIAT.

(Gen. Branch)

NOTES.

Q. No. File No. 9/10

FILE HEADING.

Matters outside the Statutory

From

The Supdt of [illegible]

No. 2[illegible] Dated 29.9.10 Received [illegible]

Diary No.	Enclos.	Spare Copies	Serial No.
[illegible]			3

BRIEF ABSTRACT OF LETTER.

Requests sanction to [illegible] be direct[illegible] [illegible] probable cost of Rs. 1500) estimated [illegible] the stock of which has almost [illegible] and in respect of which [illegible] demands [illegible]

NOTES AND ORDERS.

The Supdt has not given the probable cost of each of the 15 items mentioned in his letter nor has he given reasons for not (proposing to purchase) the same from the current year's contractors. It is not known how

NOTES—First sheet

GPB—30,000—3-4-07.

Serial
No.

1-10

the rates obtaining in England compare with those that may be offered by the year's tenderers for the supply of stationery.

Subt. for orders

VS

9.10.

Who are the current year's tenderers for these articles? and can not the additional supply be also obtd from them? What is the need of sending the order to England.

9.10.10.

It is not easy to make out from the three collections put up (G. R. 88 of 09) who the current year's ~~[illegible]~~ contractors are for the supply of these articles. ~~That~~ Besides, it will be seen that the ~~[illegible]~~ contract of for the articles in question is not given to one and the same firm, but distributed among several persons. Subd with a dft to the Supdt making the necessary enquiry in the matter.

18.10.10

19.10.10

BPG—55,000—27-4-09

Serial No.	
4.	To the Supdt of Stationery. No C. 2066 d. 1. 11. 10. with regard to the above requisition, informs on reference from records
5	Letter No. 332 dated 4th Novr 10 from the Supdt of Stationery — furnishes the particulars required in the above. Subd with a dft order.
	9.11.10 VS. Secy. 9.11.10 2nd U/C
790.	11/11/10 Draft slightly modified and appd by 2nd U/S. 17/4/10.
7	Issued 12/11/10 To the Comptr. — Supdt Govt Stationery Nos 3179. 80. d 23. 11. 10. Sanctions the purchase of the Stationery articles, referred in the d/ 3 requests & the supply of a Stall showing the offices who have asked for or are entitled.

NOTE—Contn. sheet.

BPG—55,000—27-4-09

Serial No.

Previous yearly figures

12 From the Supdt of Stationery
No 467 of 18th January 1911.
With reference to 7 Notes that almost
all the indenting officers have asked
for an increased supply, towards
a Duftar wise statement of excess
supply & notes the names of offices
in whose indents the increase
is noticeable.
Subd - The above information
was called for in 7

Reg (Stn)
23.1.11

Subd & 2nd Comm.
for perusal.

23.1.11

1367.

A general circular advising
economy in indents may be
of some effect. Please draft
one.

27/1/11

Draft circular is put up.

26/1/11

(114) BPG—55,000—27-4-09

30.1.11.

NOTE—Contn. sheet.

Serial No.

Subd- by 2nd Councillor,

31.1.11

Draft- appd by 2nd C.

4. 1/2/11

Issue

4 To The Heads of Departments
" Dy Commrs of Districts
" Superintendent of Stationery.

Cir: No. C 4611-59 dated 8th February 1911.

In view to avoid supplemental indents for articles of stationery from the Stationery depot, directs the heads of depts and Dy Commrs of Districts to draw up their indents according to their actual requirements and to enforce all possible economy in their use, and the Supdt of Stationery to see that the stationery articles are issued from the depot strictly in accordance with Rule 6 (a) of the Stationery Rules.

NOTE—Contn. sheet.

BPG—55,000—27-4-09

L 1600
5/1

No. 275

OFFICE OF THE SUPERINTENDENT,
MYSORE GOVERNMENT STATIONERY,

Dated Bangalore 29th September 1910.

FROM

C. H. YATES, ESQ.,

SUPERINTENDENT, GOVERNMENT STATIONERY,

BANGALORE.

To

A. S. Balasundaram Iyer Esquire, B.A.,
Secretary to the Government of Mysore,
General and Revenue Departments.

SIR,

I have the honor to state that the Stock including the current year's supply of the undermentioned articles of Stationery, have almost been exhausted, owing to the increased demands of the indenting offices during the current official year 10-11.

The estimate made was based on previous year's consumption. With all the check exercised in this office, it has been quite impossible to arrest the increasing demands of many offices. Therefore it is necessary to prepare a supplemental indent, to meet the demands of some of the offices that are located in Bangalore, to whom a partial supply has been made and for further demands, if there be any,

GPB—2,000—22-3-10.

...ng in course of the remaining portion
of the current year. I request therefore
that Government will be good enough
to accord sanction, at an early date
to purchase the quantities specified
herein at a probable cost of Rs 1500/-
to meet the above requirements, as these
will have to be obtained direct from
England. The cost may be met out of
the current years budget grant.

I have the honorable,
Sir,
your most obedient Servant
C. H. Gallis.
Superintendent of Stationery.

1	White tape English 1/2" wide.	600 Skeins
2	Thread white. T.P. coats	6 grossrolls.
3	Thread colored —— do —— ——	6 —do—
4	Sealing wax —— ——	30 lbs.
5	Nibs (Joseph Gillots) ——	30 gross.
6	Nibs (assorted) —— ——	300 gross.
7	Black lead pencils —— ——	20 gross.
8	Colored pencils —— ——	6 gross.
9	D·O Covers ——	20,000
10	Sponges —— ——	2 lbs
11	Envelopes chit red Sealed ——	6,000
12	Red Sealed guards post ——	20 Reams
13	—— do —— rode paper ——	20 Reams
14	Blue ruled Foolscap ——	20 Reams
15	Cloth lined paper ——	20 Rolls.

G.R.S. 26]

(3)

Pm File No. 1057/0

Serial No. 4.

Diary No. of letter replied to 27600/22/12/10 X

No. G 26166

General and Revenue Secretariat

( )

, *the* 190

To

The Supdt of Stationery

Date of issue 1st Nov 1910

Signed by Sri J Lakshmina rasimha Rao

With refce to his letter No. 275 dated the 29th Sept. 1910 requesting the sanction of Govt for the purchase of certain Stationery articles direct from England at a probable cost of Rs 1500/- has the honour to request the Supdt to kindly furnish this office with info. on the following points:—

(a) who are the current years Contractors for the supply of the articles proposed to be purchased and ~~why~~ can not the additional supply be also obtained from them

~~SUBJECT~~

(b) what is the need of sending the order to England

(c) what is the probable cost of each of the 15 articles in question and

(d) How

(4) the rates obtaining in England compare with those that may be offered by the year's contractors.

for B.D.
19.10.0
for offg Secy

S.M.
18.10

List of enclosures,

Copied by

Examined by

GPB—10,000—28-5-08

No. 332

D. 1961

OFFICE OF THE SUPERINTENDENT,
MYSORE GOVERNMENT STATIONERY,

Dated Bangalore, 4th November 1910

FROM

C. H. YATES, ESQ.,

SUPERINTENDENT, GOVERNMENT STATIONERY,

BANGALORE.

Q.M 105-10-5

To

M. S. Balasundaram Aiyar Esquire, B.A,
Secretary to the Government of Mysore
General and Revenue Departments.

SIR,

With reference to your docket No. 92666 / G.M 105-10-4 dated 1st instant, I have the honor to reply to your questions as follows:—

(A) "Who are the current year's contractors for the supply of the articles proposed to be purchased, and cannot the additional supply be also obtained from them"?

The current year's contractors are Messrs. Spicer Brothers London, who hold the Contract for 3 years. When making the requisition this was presumed to be understood.

(B) "What is the need of sending the order to England."?

Because the articles are included in the above named contract.

(C) "What is the probable cost of each of the 15 articles in question"?

GPB—1,000 28-11-07

G.R.S. 28.]

(7)

Pur. File No. 1059/10

Serial No. 1/

Diary No. of letter replied to.

Proceedings of the Government of His Highness the Maharaja of Mysore.

GENERAL AND REVENUE SECRETARIAT.

( )

, *the* 19

Date of issue 23.11.10

Signed by

READ—

Letter No. 245 dated the 29th Sept. 1910 from the Supdt. of Stationery requesting sanction to the purchase direct from England of certain articles of Stationery the stock of which has almost exhausted and in respect of which the demands are increasing

2) Correspondence ending with letter No. 332 dated the 4th Nov. 1910 from the same officer

over

P.T.O.

SUBJECT.

GPB—10,000—9-12-09

8)

Order thereon No. 63179-80.

The purchase of the Stationery articles in question from the ~~present~~ year's Stationery Contractors Viz, Messrs. Spicer Brothers London, is sanctioned.

2) The cost Viz Rs 1500 will be met from the ~~provision made under~~ current year's Stationery Budget.

The Supdt is requested to submit a ~~list~~ statement showing which offers have asked for more than the previous quantity of items with reasons noted.

VB 9.11.10

M 9.11.10

VB

9-11-10

17/11/10

To

The Comptroller w.q. with a copy of the last Indt of Stationery

D 3132 (9)
E.

No. 467
E. 1

OFFICE OF THE SUPERINTENDENT,
MYSORE GOVERNMENT STATIONERY,

Dated Bangalore, 18th January 1911.

FROM

C. H. YATES, ESQ.,

SUPERINTENDENT, GOVERNMENT STATIONERY,

BANGALORE.

To

C. S. Balasundaram Iyer, Esquire, B.A.
offg: Secretary to Government of Mysore,
General and Revenue Department.

SIR,

Referring to Government proceedings No. 3179-80/S. M. 105-10-7 dated 23 November 1910, I have the honour to state that almost all the indenting officers have asked for an increased supply, and the indents of such officers have also been countersigned and forwarded by the Heads of departments as usual. Notwithstanding the careful check in this office in comparision with the average and the previous years' consumption shown in the indents, the total expenditure of the articles under question is increased, as can be seen in the Distribution statement appended herewith; in many cases the increases are slight, but are noticeable only in the indents of officers noted below, and these officers have explained these heavy

GPB—2,000—22-3-10.

heavy demands as due to increase of [illegible] in their Departments. Hence the necessity for making a supplemental order for these articles.

I have the honor to be
Sir,
Your most obedient servant

C. A. Yates

Superintendent of stationery

1. General and Revenue Secretariat.
2. Public Works Secretariat.
3. Comptroller.
4. Superintending Engineer, Northern circle,
5. Chief Electrical Engineer
6. City Municipality, Bangalore.
7. Deputy Superintendent, Mysore Revenue Survey.
8. Census Superintendent.
9. Executive Engineer, city Improvements Division, Mysore.
10. — do — —, Channel Conservancy Division.
11. — do — —, Harihar.

Statement showing the abstract of Excess Expenditure incurred during the official year 1910-11 in the 8 Districts of the Province.

No.	Names of articles.		Excess Expenditure incurred during the official year 1910-11								
			Bangalore	Kolar	Tumkur	Mysore	Hassan	Shimoga	Kanara	Chitaldrug	Total.
1.	Steel pen nibs.	Nos	22824	1130	666	4123	304	830	236	490	30603
2.	Nib Holders.	"	1287	37	22	160	26	10	40	27	1609
3.	Black lead pencils.	"	1468	28	24	163	22	2	32	18	1776
4.	Coloured pencils.	"	441	13	7	45	-	11	10	11	538
5	White Tape	Skeins	1114	31	20	38	2	25	7	7	1244
6	Thread white	Reels Nos	156	8	6	16	1	7	3	1	198
7	—do— coloured	"	326	9	7	17	7	5	6	2	379
8	Sealing wax.	Nos	247	12	6	24	4	8	10	3	314
9	Envelopes chit.	Nos	12290	292	400	800	290	205	165	250	14692
10	Sponges.	Nos	10	-	-	19	2	2	-	1	34
11	Envelopes chit red sealed.	"	6000	-	-	-	-	-	-	-	6000
12	Cloth-lined paper.	yds.	350	5	18	29	5	16	3	6	432

Bangalore
18th January 1911.

Superintendent of Stationery,
Bangalore.

G.R.S. 28.]

(12)

3 Copies

File No. 705–10

Serial No. 14

3132/1-2-11

Diary No. of letter replied to

Proceedings of the Government of His Highness the Maharaja of Mysore.

GENERAL AND REVENUE SECRETARIAT.

( )

~~READ~~

, *the* 19

Date of issue 8th Feb 1911.

Signed by M. S. Hiriyannayya.

Circular No. G 4611-59.

~~ORDER THEREON~~.—No.

It is reported that owing to the increasing demands of indenting officers on the Stationery depôt it is difficult to gauge the annual requirements & ~~obtain the supply quantity~~

P.T. over

SUBJECT.

GPB—10,000—9-12-09

that in consequence supplemental
purchases have had to be made
involving much inconvenience &
~~to speak of the~~ additional
expenditure. Govt desire to
impress upon all the indenting
officers the necessity for ~~carefully~~
~~studying~~ drawing up their
indents according to their requirements
and for enforcing all possible
economy in the use of the
articles obtained by preventing
every wilful wastage or extravagance
~~in the part of their subordinates.~~

~~It is~~ In the case of officers mentioned
in Rule 21 of the ~~Stores~~ Rules (Stationery)
issued in G.O. No. 6011-60 dt. 27.5.04,
the indents should be in accordance with Rule 24
carefully checked by the
countersigning officers concerned,
with the above object in view.
Supplemental indents (if any) as far as possible, be avoided.
The Supdt of Stationery should
~~It~~ be the care to see that ~~the~~
Stationery articles are issued from
the depot strictly in accordance

(14

G.R.S. 27]

GENERAL AND REVENUE SECRETARIAT.

(*Continuation Sheet draft form.*)

With Rules 6 & 4 of the Statutory Rules.

Put

2/2/11

To

The Heads of Depts
The Secy. Commr. of Dts
The Supdt of Stationery

By order
for 31.1.11
Jr. Asst. Secy

MGCPB—30,000—5-4-08

No. G. 4611-59
G. M. 105-10-14

GOVERNMENT OF H. H. THE MAHARAJA OF MYSORE,
GENERAL AND REVENUE SECRETARIAT.
Dated Bangalore, 8th February 1911.

CIRCULAR.

It is reported that, owing to the increasing demands of indenting officers on the Stationery Depot, it is difficult to gauge the annual requirements and that in consequence supplemental purchases have had to be made involving much inconvenience and expenditure. Government desire to impress upon all the indenting officers the necessity for drawing up their indents according to their requirements and for enforcing all possible economy in the use of the articles obtained by preventing any wilful wastage or extravagance.

2. In the case of officers mentioned in Rule 21 of the Stationery Rules laid down in G. O. No. G. 6011-60, dated the 27th May 1904, the indents should, in accordance with Rule 24, be carefully checked by the countersigning officers concerned with the above object in view.

3. Supplemental indents should, as far as possible, be avoided.

4. The Superintendent of Stationery should also take care to see that stationery articles are issued from the Depot strictly in accordance with Rule 64 of the Stationery Rules.

By Order,

C. S. BALASUNDARAM IYER,
Offg. Secy. to Govt., Gen. & Rev. Depts.

To The Heads of Departments.
The Deputy Commissioners of Districts.
The Superintendent of Stationery in Mysore.

Exd.—C. V.

1910-11

GOVERNMENT OF HIS HIGHNESS
THE MAHARAJA OF MYSORE

GENERAL (MISCELLANEOUS)

CIRCULAR

Dated 8th February 1911

No. G. 4611-59
G. M. 105-10-14

Directs the Heads of Departments and Deputy Commissioners of Districts to draw up their indents for articles of stationery according to their actual requirements and to enforce all possible economy in their use, and also desires the Superintendent of Stationery to see that stationery articles are issued from the Depot strictly in accordance with Rule 64 of the Stationery Rules.

GPB.—250—23-2-11